

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Sixth Town Council of Highland
Monday, January 24, 2011**

The regular study session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, January 24, 2011** at the time of 7:10 o'clock p.m.

Silent Roll Call: Councilors Dan Vassar, Bernie Zemen, Konnie Kuiper and Brian Novak were present. Councilor Herak joined the meeting at 7:20 p.m. o'clock. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Others present: John M. Bach, Public Works Director; Katy Dowling, Deputy Clerk-Treasurer; Cecile Petro, Redevelopment Director; and Ed Dabrowski, IT Director were also present.

Mr. Eric King, Regency Technologies, an e-technology recycling company was also present.

General Substance of Matters Discussed

1. The Town Council received a presentation from Mr. King in which he proposed to have free e-recycling services for the Town provided Regency Technology, with whom he is employed. He would place these at single location in which residents could drop off the e-waste. Then the company would retrieve these upon contact. It was noted that owing to law, electronic solid waste is no longer permitted in the waste stream. This recycling is not provided presently by the current carrier and is intermittently provided by the Lake County Solid Waste Management District. Mr. King noted that he is a Highland resident employed by Regency Technologies, an ISO 1400:2004 and RIOS certified.

During questioning, Mr. King indicated that this was not provided at this time to any local government but may be serving the School Town of Highland. The Public Works Director discussed concern about adequacy of room at the public works facility for locating the "gaylords." The gaylords are made of a reinforced card board so, Mr. King indicated that it would be desirable to have the drop boxes located inside or somewhat protected from weather. He noted that the company also recycles Styrofoam.

Mr. King departed at this time.

2. The Town Council and the Public Works Director discussed the requested change to the ordinance governing storm water discharge. The change would prohibit downspouts to be directed connected to the storm sewer system. A colloquy between and among the Public Works Director regarding whether or not the policy should apply to existing properties or future properties alone. The colloquy also included the merits of the policy proposals. It was noted that the proposed ordinance should have clarifying language regarding its prospective application.
3. The Public Works Director noted that in consequence of the pending Indiana Department of Transportation (INDOT) project lowering the bridge on Indianapolis Boulevard between Ridge Road and the Little Calumet River, he has been contacted by INDoT to indicate whether or not the existing Street Lights should be reinstalled. It was noted that the Town wished to decline the reinstallation and forego the cost of illuminating Indianapolis Boulevard.

It was noted that the Public Works Director has been working with NIPSCO on errant lighting inventory and being billed for lighting that should not be assigned to the municipality.

4. The Town Council and the Public Works Director discussed the status and disposition of the change of the flood zone rating for the Town by FEMA. It was noted that the Little Calumet River Basin Development Commission seeking to reclassify properties as an interim step in which flood insurance premiums would be reduced but not eliminated. Also it would allow for exemption from the flood restrictions for buildings, known as an A-99 classification. The request

for a letter of map revision (LoMR) is still being sought, which if granted, would eliminate the need for flood insurance.

The Public Works Director departed at this time.

5. The Redevelopment Director offered a presentation regarding the Main Street Program for economic development purposes, and the rationale for the Town of Highland to participate. The Redevelopment Director explained that the Main Street Committee would be established as an appointed steering committee of the Redevelopment Commission. The Redevelopment Commission has suggested that the committee be either appointed by the Town Council or if the Town Council elects, the Redevelopment Commission would be willing to make the appointments.
6. The Redevelopment Director discussed a proposed façade improvement grant program and the Redevelopment Commission's desire to have a matching grant approach. It was noted that the details were presently being discussed but have not been finalized. The discussion included the prospects of securing the land, which was the site of the former Finke's Night Club.
7. The Redevelopment Director and the Town Council discussed the current desire of the Redevelopment Commission to modify the "footprint" of the existing Redevelopment Area (Downtown) by removing the North Indianapolis Boulevard portion, in the hopes that it will be better aligned with a future planned allocation area to be styled as a Redevelopment Plan area, that is designed as a business development corridor. The Plan Commission has already acted and then the Town Council needs to act next.
8. The Redevelopment Director also reported that she was contacted by a company called *Web Q A*, which seeks to add a "button" to the municipal website styled as a link called "Shop Highland", that would once clicked, would connect to businesses in the community. A variety of approaches could be used; one is no added cost to the Town and another has the Town paying a \$100 fee each month if there was no advertising. A rebate is available to the Town if there is sufficient advertising. The Redevelopment Director also explained that this is a pilot project.
9. The Redevelopment Director also reported that the Redevelopment Commission has become concerned about the storm water management provisions related to older small commercial lots may have an undue burden under the current regulatory scheme. The Redevelopment Commission is suggesting some alternatives such as rain gardens, rain water cisterns, or even a green roof, to protect the run-off to a better standard than it was, but with these alternatives may not meet the current strict standard. The Redevelopment Director indicated that a meeting with the Board of Sanitary Commissioners was planned to discuss this proposal.

The Redevelopment Director departed at this time.

10. The Town Council discussed the remaining appointments that still required action. It was noted that there remains a Shared Ethics Advisory Commission appointment, Plan Commission appointment, Community Events Commission, Traffic Safety Commission and Main Street Organization.
11. The Town Council and the Clerk-Treasurer discussed the dormant accounts of the Solid Waste services and the need for the Town Council to act on uncollected dormant balances and credit balances, which have been carried over a protracted period owing to the historic resistance of Town Councils to act.
12. The Town Council, the Clerk-Treasurer, and the IT Director discussed the recent announcement of the IT Coordinator to resign to take a full-time position as his undergraduate education ended. The discussion included a consideration of a paperless device that would be useful for reducing paper use. The discussion included using the situation to explore the current scheme of service-delivery (Contracted IT Director and part-time employee as day to day support) and examine the efficacy of new models of service, perhaps to include shared services by municipality.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council, of **Monday, January 24, 2011**, was adjourned at 9:50 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer